

**RESIDENTIAL BOARD AND CARE  
CHECKLIST- 99R  
(FOR PREVIOUSLY LICENSED FACILITIES)**

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## **RESIDENTIAL BOARD AND CARE CHECKLIST – 99R**

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ITEM NO.	SAFETY FEATURE	REFERENCE	DESCRIPTION	MAXIMUM TIME FRAME TO CORRECT
INFO	When to use checklist 98-R	91-101/23-1.3	<p>The attached checklist shall be used for all buildings <b>or</b> portions of buildings used for lodging &amp; boarding of three or more residents not related by blood or marriage to the owners or operators for the purpose of providing personal care services.</p> <p>This checklist is specifically targeted for the inspection of facilities providing personal care for residents <b>who require assistance</b> with self-preservation care and the ability to evacuate the building in an emergency.</p>	

#### **BUILDING - EXIT DISCHARGE**

• Fire drills •				
R01	Shall be conducted once each month	91-101/31-7.3	Fire drills shall be conducted once each month at random times including daytime, evening, and nighttime hours. Includes actual evacuations following the documented emergency plan.	Up to 30 days
R02	Include handicapped evacuation procedures	91-101/31-7.1	Fire drills include handicapped evacuation procedures for wheelchair and other mobility-impaired individuals, in addition to mobile occupants vacating areas of the building to areas of refuge.	Up to 30 days
R03	Preparation includes	91-101/31-7.2	Fire drills shall include a review of the emergency plan and execution of the assigned employee duties.	Up to 30 days
R04	Documented	91-101/31-7.1	Fire drills shall be documented and maintained for review by KSFMO.	Up to 30 days

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R05	Emergency plan	91-101/31-7.1	Emergency plans shall be available to all staff. This shall be a written plan for protecting all persons in the event of a fire and may include keeping persons in place, and/or their evacuation into areas of refuge, or from the building. The plan shall include staff response and fire protection procedures needed to insure the safety of any resident. All employees shall be made aware of the plan and review it at a minimum every two months. Training shall be documented.	Up to 90 days

### BUILDING – NOTIFICATION

R06	Fire alarm required	91-101/23-.3.4.1	A manual fire alarm system shall be provided. <b>EXCEPTION:</b> Interconnected smoke detection when accepted and documented in writing by the KSFMO.	Up to 1 year
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### BUILDING - SEPARATION/SUPPRESSION

#### •Compartmentation •

R07	Required	91-101/23-3.3.7	Smoke compartmentation is required to fully separate each sleeping room floor level into a minimum of two compartments. <b>EXCEPTIONS:</b> 1) the building is fully sprinklered, <b>or</b> 2) the corridor length is less than 150 feet, <b>or</b> 3) When all sleeping rooms exit directly to the exterior.	Up to 5 years
R08	Construction	91-101/6-3	Smoke compartmentation shall be one-hour fire resistive partitions or walls. No unprotected openings are allowed through corridor walls or doors including transoms and transfer grills. Ducts <b>DO NOT</b> require smoke dampers.	Up to 5 years
R09	Minimum exit corridor width	91-101/23-3.2.3.3	The minimum exit corridor width shall be 36 inches wide, <b>except</b> when the corridor serves 50 or more and shall be 44 inches wide.	Up to 1 year

R10	Emergency	91-101/	Emergency lighting fixtures shall be provided	Up to 1 year
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	lighting	1- 4.1 & 23-3.2.9.1	in all corridors and exit stairs, <b>except</b> when all sleeping rooms exit directly to the exterior. <b>See Fire Fact 002 &amp; 016</b>	
R11	Maximum travel distance	91-101/23-3.2.6	The maximum travel distance from every portion of the building to the nearest exit or horizontal exit is 100 feet. 200 feet when the building is fully sprinklered.	Up to 3 years
R12	Finishes and flame spread	91-101/23-3.3.3	The minimum flame spread of Class B (0-75) in stairways, and corridor walls and ceilings. Refer to General Checklist item 99-66 <b>See Fire Facts 022, 051</b>	Up to 1 year

### FLOOR – DETECTION

#### • Smoke detection •

R13	System required	91-101/ 23-3.3.4.6	In non-sprinklered buildings a smoke detection system is required to be located in exit corridors and common areas and powered by the building electrical system. Battery detectors must have been previously accepted by KSFMO and documented. Testing and maintenance must be properly documented. Inspector will spot-check battery operated detectors to verify operation. <b>See Fire Fact 002 &amp; 016</b>	Up to 1 year
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### FLOOR – SEPARATION/SUPPRESSION

R14	Designated smoking area	91-101/ 1- 4.1 & 31-7.4.1	The facility shall designate any smoking areas <b>and</b> where smoking is permitted non-combustible safety type ashtrays or receptacles shall be provided.	Up to 30 days
R15	Corridor doors	91-101/ 23-3.3.6.6	All doors shall be: <b>1</b> a minimum of 1 3/4" thick solid bonded wood core door, self or automatic closing and latching, <b>or</b> <b>2)</b> sprinklered throughout with barriers capable of resisting the passage of smoke.	Up to 1 year

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ITEM NO.	ITEM NO.	REFERENCE	DESCRIPTION	MAXIMUM TIME FRAME TO CORRECT
<b>ROOM – EXITING</b>				
R16	Sleeping rooms secondary means of escape required ( <b>non-sprinklered buildings ONLY</b> )	91-101/23-2.2.3	Sleeping rooms in <b>non-sprinklered buildings with 16 or less residents within each sleeping area</b> and within 20 feet of the ground shall have a second means of egress that is independent and remote from the primary exit. This exit must be accessible for fire department rescue. This can be 1) A door, stairway, passage, or hall providing a way of unobstructed travel to a public way, 2) A passage through an adjacent non-lockable space to any approved means of escape, 3) an approved escape window. See Fire Fact 017	Up to 1 year
R17	Closet & bathroom doors	91-101/23-2.2.5.2 & 23-2.2.5.3	Closet doors shall be readily opened from the inside in an emergency. Bathroom locks shall be designed to be opened from the outside in an emergency. The opening device shall be readily available to the staff.	Up to 1 year
<b>ROOM - SEPARATION/SUPPRESSION</b>				
R 18	Sleeping rooms	91-101/23-3.3.6.2 & 23-2.3.6.1	Sleeping rooms shall be separated from corridors and other common spaces by walls constructed to resist the passage of smoke <b>and</b> <b>1)</b> a minimum of 1 3/4" thick solid bonded wood core door, self or automatic closing and latching, <b>or</b> <b>2)</b> sprinklered throughout with barriers capable of resisting the passage of smoke.	Up to 1 year
R19	Sleeping room smoke detection	91-101/23-2.3.4.3 & 23- 3.3.4.5	Each sleeping room shall be provided with a smoke detector powered by the building electrical system. Battery detectors must have been previously accepted by KSFMO and documented in writing. Testing and maintenance must be properly documented. Inspector will spot-check battery operated detectors to verify operation. <b>See Fire Fact 002 &amp; 016</b>	Up to 1 year